



# DBE NEWS

Idaho Transportation Department

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Liz Healas, Editor

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## Inside!

90-Day Project  
Forecast

Page

Business  
Information Centers

Page 2

DBE Participation  
Report Card

Page 11

DBE Supportive Svcs

Page 2

DBE Update

Page 3

ITD Hwy  
Construction  
Contract Awards

Page 13

ITD Hwy  
Construction  
Projects for Bid

Page 12

ITD Security Access

Page 3

ITD's Spam-Blocking

Page 13

Non-ITD Projects

Page 14

November  
Crossword

Page 10

SCORE Freebies

Page 4

Training  
Opportunities

Page 6

## ITD Updates Its DBE Plan

This month, ITD submitted its new DBE Plan, revised to reflect the federal DBE Regulations that were amended last June, to the Federal Highway Administration for approval. During the next few issues, we will discuss some of the changes that will be of particular interest to DBE firms and contractors working on federal-aid highway projects.

*One of the DBE Plan's more noticeable changes lies in how DBE Truckers will receive credit.*

**Under the Old DBE Plan, DBE Trucking Firms:**

- Received credit for total value of transportation services it provided on the

contract using trucks it owned, insured and operated, using drivers it employed;

- Could lease trucks from another DBE firm, including an owner/operator who was certified as a DBE, and would receive

credit for the total value of the transportation services; or

- Could lease trucks from a non-DBE firm, including an owner/operator, but could receive credit only for the fee or commission it received for the lease arrangement.

*(Continued on page 5)*

## Recertifications, "No Changes" for 2004 Start This Month

**DBEs, watch your mail!** This month, DBE Supportive Services mails out "No Change" Affidavit For Continuing DBE Certification Forms to most DBEs.

Other DBEs will receive their three-year Recertification Applications.

**No Change Affidavit Form**

This quick and easy

form is for DBEs who were either initially certified — or filled out their last full recertification application — less than three years ago.

*(Continued on page 5)*

The Disadvantaged Business Enterprise (DBE) Supportive Services Program is designed to assist minority, women and disadvantaged business owners in developing and promoting their businesses in the highway construction industry. It was created by the U.S. Department of Transportation and is administered by the Idaho Transportation Department with the funding and oversight of the Federal Highway Administration. Any concerns regarding the administration of this program should be directed to Julie Caldwell, EEO Contract Compliance Officer, or Karen Sparkman, EEO Manager, at the Idaho Transportation Department.

# DBE Supportive Services

Liz Healas, DBE Supportive Services Coordinator  
[ehelas@itd.state.id.us](mailto:ehelas@itd.state.id.us)

(208) 334-8567

Debby McCarthy, DBE Supportive Services Assistant  
[dmccarth@itd.state.id.us](mailto:dmccarth@itd.state.id.us)

(208) 334-4442

Facsimile Machine  
Toll-Free Number

(208) 332-7812

(800) 634-7790



Visit us on-line at [www2.state.id.us/itd/civil](http://www2.state.id.us/itd/civil)

## Office Location & Mailing Address:

3311 W. State Street, Rm 207 / PO Box 7129, Boise, ID 83707-1129  
(Office Hours are 8am - Noon, 1pm - 5pm, Mountain Time)

*Please Note: All State Offices will be closed Thursday, November 27 in observance of Thanksgiving.*

**Where in Idaho is this?** Hint: This relatively new interpretive center commemorates the two primary westward pioneer trails, which diverged their separate ways in southeastern Idaho.

*[Answer to the October Issue: **Mount Borah**, in the Lost River Range.]*

## Business Information Development Centers

**T**he Spokane Area Business Information Center (BIC) is a regional business resource center that offers a nationally acclaimed entrepreneurial library, training classes and business counselors all in one location.

A joint enterprise, the BIC is co-sponsored by the Small Business Administration (SBA), the Service Corps of Retired Executives (SCORE) and the Spokane Chamber of Commerce.

### Spokane BIC by Debby McCarthy

#### SBA Spokane District Office & Spokane Area Business Information Center

801 West Riverside Ave., 2nd Floor  
Spokane, WA 99201

Phone: (509) 353-2800 FAX: (509) 353-2600

E-Mail: [bic@spokane.net](mailto:bic@spokane.net)

Website: [www.spokanebic.org](http://www.spokanebic.org)

Hours: 9 AM - 4 PM, Monday-Friday

The Spokane BIC's extensive resources enable the small business owner and manager to research and prepare a workable business plan, the key compo-

nent to every small business success.

The BIC staff can also guide business owners with financing, SBA Loans and govern-

ment grants.

The Spokane BIC offers many other benefits to small businesses as well, including small business mentoring, referrals within the business community, and free SCORE counseling.

SCORE is a national non-profit association sponsored by the SBA. "SCORE" stands for Service Corps of Retired Executives, but today members include both active and retired busi-

*(Continued on page 10)*

# DBE Update

## Newly Certified DBE Firms

### Kleinschmidt Art & Design

Jane Kleinschmidt, Proprietor  
1507 Knights Drive, Boise, ID 83712

Phone: (208) 424-9895

FAX: (208) 424-9895

E-mail: [jane@kleinsart.com](mailto:jane@kleinsart.com)

Homepage: [kleinsart.com](http://kleinsart.com)

*Graphic Design, Technical & Freehand Illustration, Photography for Brochures, Flyers, Posters, Logos, Signage, Exhibits and Newsletters.*

### Rock Solid Construction

Wade Dawson, Proprietor  
3720 W. Hillcrest Drive, Boise, ID 83705

Phone: (208) 331-4017

FAX: (208) 331-4017

E-Mail: [wadedawson@cableone.net](mailto:wadedawson@cableone.net)

*New construction, remodel of older homes, and demolition.*

To see our complete DBE Directory, visit on-line at [www2.state.id.us/itd/civil/dbedir.htm](http://www2.state.id.us/itd/civil/dbedir.htm). This listing is updated on the first Monday of every month.

## DBE Contact Info Changes



AM Tech Services, LLC has a new e-mail address:  
[amtech@bresnan.net](mailto:amtech@bresnan.net)

Carla L. Olson Planning Consulting has a new phone number: (208) 376-8652

Eclipse Traffic Control & Flagging, Inc. has moved! Their new contact information:

7900 N. Franklin, Coeur d'Alene, ID 83815

Phone: (208) 762-8897 FAX: (208) 762-8897

Enviro-Mont Consulting & Services has a new address:

1341 Lawndale Drive, Twin Falls, ID 83301

Matia Contractors, Inc. has moved:

401 Harris Avenue, Suite 212

Bellingham, WA 98225

Phone: (360) 676-9177 FAX (360) 676-9181

Native American Natural Resources, LLC has a new e-mail address: [narcgil@pmt.org](mailto:narcgil@pmt.org)

Peña Construction, Inc. has a new e-mail address: [penaconstruction@cbyteusa.net](mailto:penaconstruction@cbyteusa.net)

US Metro Corporation has a new phone/fax number: (208) 465-4687 and a new e-mail address: [usmetro@msn.com](mailto:usmetro@msn.com)

**DBEs! Contact our office *immediately* when you change your mailing or e-mail addresses, phone or fax numbers, etc. If WE don't know how to get in touch with you, contractors and consultants won't, either!**

## ITD Security Access Procedures

**IN EFFECT SINCE JUNE 2003**

- All visitors to the main ITD Headquarters Building at 3311 West State Street in Boise will be required to sign in at the security desk, be issued a visitor badge, and be escorted from the lobby area.
- While in the building, all visitors will need to visibly wear a "visitor badge."
- Visitors will need to return their badges to the security desk and sign out when leaving the building.
- Visitors to the auditorium, DMV Counter or One Stop Shop Counter will not require a visitor badge.
- Visitors to the annex and other buildings will be subject to the same requirements, but will need to check in and out with a designated person for that building.

# New Software Provides Immediate Access to Small Business Resources

**T**he Service Corps of Retired Executives (SCORE) and content provider Easi Media, Inc. announced last month a new partner alliance agreement to provide a free copy of its electronic Small Business Technical Guide, **iEdition**, to small business owners and entrepreneurs who receive personal and email counseling from SCORE or attend one of the more than 5,000 local business training workshops SCORE chapters hold each year.

Easi Media's exciting software product iEdition has been developed to shorten the time it takes to research a business venture and provide small business with immediate access to business information, ideas and concepts, hints and tips on running a successful business, opportunities, industry resources, tax and small business regulations, products and services directly from their desktop without having to search through the "chaos of the web".

Users receive business-critical information and the analytical tools necessary to take their business to the next level or to achieve a competitive advantage and success in small busi-

## Regional SCORE Chapters

### **Treasure Valley SCORE - Chapter 0240**

1020 Main Street #290, Boise, ID 83702

Phone: (208) 334-1696 x228

Website: [www.idahotvscore.org](http://www.idahotvscore.org)

### **Spokane SCORE - Chapter 0180**

801 W. Riverside Avenue #240

Spokane, WA 99201

Phone: (509) 353-2820

Website: [www.spokanebic.org](http://www.spokanebic.org)

### **Missoula SCORE - Chapter 0259**

110 East Broadway, Second Floor

Missoula, MT 59806

Phone: (406) 327-8806

Website: [www.missoulascor.org](http://www.missoulascor.org)

ness. A CD-ROM copy of iEdition can be obtained by visiting your nearest SCORE office or through a link at [www.score.org](http://www.score.org).

SCORE CEO Ken Yancey said, "Easi Media's iEdition software is a great resource for small businesses. We are pleased to be able to offer iEdition's useful tools to our chapters and their clients. The information iEdition makes available can help entrepreneurs in any business."

Under this agreement iEdition is available through a link on the SCORE website ([www.score.org](http://www.score.org)) in the Small Biz Power Links section of the Business Toolbox. All information is presented in an easy to find format and the software incorporates a powerful search function and electronic update feature that keeps you informed and on track all the time.

It is the most comprehensive and used small business technical guide and is available free to small business and organizations that promote entrepreneurship.

For more information about iEdition, call (858) 391-1033 or visit Easi Media on the Web at [www.easimedia.com](http://www.easimedia.com).



## More SCORE Goodies Order a Free How-to Workbook from SCORE

SCORE offers two small business workbooks for entrepreneurs. *How to Really Incorporate Your Business*, sponsored by The Company Corporation, covers the various types of business structures and how to establish a corporation.

*How to Really Market on the Internet*, sponsored by Verizon Information Services, describes how small business owners can use the Web to attract and keep customers.

Both workbooks are available at your local SCORE chapter or by calling (800) 634-0245.

The Association for American Retired Persons (AARP)'s online **Small Business Center** offers comprehensive information on creating balance sheets, income statements and cashflow statements. Whether you're just beginning to compile financial statements or revamping your existing record-keeping system, AARP's Small Business Center will help you establish sound accounting practices. Just visit [http://aarpsmallbiz.com/SBR\\_template.cfm?DocNumber=PL12\\_0200.htm](http://aarpsmallbiz.com/SBR_template.cfm?DocNumber=PL12_0200.htm).

### Under the New DBE Plan, DBE Truckers:

- Must own and operate at least one fully licensed, insured, and operational truck used on the contract;
- Will receive credit for total value of transportation services it provides on the contract using trucks it owns, insures, and operates using drivers it employs;
- May lease trucks from another DBE firm, including an owner/operator who is certified as a DBE and receive credit for the total value of the transportation services; or
- May lease trucks from a non-DBE firm, including an owner/operator. DBE who leases trucks from a non-DBE is entitled to credit for the total value of the services provided by the non-DBE firm not to exceed the value of the services provided by the DBE-owned trucks. Additional participation by non-DBE firms receives credit only for fees or commission received.

**Example:** DBE Firm X uses **two** of its own trucks on a contract. It leases **two** trucks from DBE Firm Y and **six** trucks from non-DBE Firm Z.

DBE credit would be awarded for the total value of transportation services provided by Firm X and Firm Y, and may also be awarded for the total value of transportation services provided by four of the six trucks provided by Firm Z. In all, full credit would be allowed for the participation of **eight** trucks.

In respect to the other two trucks provided by Firm Z, DBE credit could be awarded only for the fees or commissions pertaining to those trucks Firm X receives as a result of the lease with Firm Z.

Questions? Call Julie Caldwell, EEO Contract Compliance Officer, at (208) 334-8458



### NEXT MONTH: USDOT/SBA Reciprocity

ITD's new DBE Plan is currently pending approval by the Federal Highway Administration before it can be formally implemented. However, if you would like an electronic copy, please contact DBE Supportive Services.

If **no** changes have happened since your last certification or recertification that would affect your firm's eligibility for the program, just fill out the form, sign it, and have it notarized.

HOWEVER: If you *have had* changes since your last certification or recertification that would affect your ability to meet all DBE eligibility requirements — ones that you have not already alerted DBE Supportive Services about — you must attach an explanation of the changes, along with all supportive documentation.

DBE Supportive Services will analyze what effect, if any, these changes have on your certification eligibility.

### Recertification Applications

These are for firms whose last full recertification was in the later half of 1999. The recertification application asks for updates on everything from ownership to Personal Net Worth.

There will be a checklist attached of the documents that are necessary to send in with the application. Be sure to double-check that all items are included before mailing in the packet to us.

After we receive your signed and notarized affidavits or recertification applications (with all needed attachments), you will receive a certification letter and certificate for Calendar Year 2004.

### **ALL "NO CHANGE" AFFIDAVITS AND RECERTIFICATION APPLICATIONS ARE DUE FEBRUARY 16, 2004.**

Anyone who fails to provide their affidavit or recertification application in a timely manner "will be deemed to have failed to cooperate" according to DBE regulations, which leads to denial of continuing certification.

**DBEs who allow their certification to lapse will be required to undergo the full certification process again.**

In other words, it's really important that you submit these forms by the February 16 deadline, or arrange for an extension.

If you have any questions about your "No Change" Affidavit or recertification application, call DBE Supportive Services at (208) 334-4442, or toll-free at (800) 634-7790.





## Spokane Small Business Development Center

To register or for more information,  
call (509) 358-7890  
or visit on-line at [www.spokanebic.org](http://www.spokanebic.org)

**Prebusiness Workshop** This 3-hour introductory workshop covers basic start-up information, including licenses & registrations required, resources that are available, and key information for new entrepreneurs to develop, focus & plan strategies. Receive a "Business Resource Kit" with \$35 fee. This class is unique in that 2 individuals from a business can attend for the price of 1. However, only 1 notebook is provided per business. *November 25 OR January 14, 6-9pm. Cost is \$35.*

**Palm Pilot Tips, Tricks & Possibilities** This tool can be far more than a calendar & address book. In this 3-hour workshop, the instructor will demonstrate additional applications available for your palm: software for accounting, order taking, estimating, tracking time or expenses, and PowerPoint presentations. Discussion will also include using the Palm operating system, the To Do List, Contacts & Notes features. *January 5, 6-9pm. Cost is \$35.*

**Starting & Operating a Construction Business** This class is designed for individuals who are contemplating starting a construction business or have recently started one. The information presented will be helpful whether your contracting business caters to residential homes or commercial construction. The instructors will cover such topics

as bonding & licensing, legal structures, record keeping, standard contracts, travel & subcontractor issues, depreciation & federal tax issues. *January 8, 6-9pm. Cost is \$50.*

**Minority- and Women-Owned Business Certification** This workshop covers the qualifications, advantages & process of filing for certification of minority- and women-owned business status for the purpose of selling to the government. Emphasis is placed on the application & necessary supplemental information. *January 14, 6-8pm. Cost is \$25 for up to 2 people from the business.*

**Small Business Tax Seminar** This course is an introductory seminar on basic tax issues for the small business. Participating agencies are the WSBDC, Washington State Department of Revenue, Spokane County Department of Assessments, and a local CPA firm. *January 15, 9am-4:30pm. Cost is \$20.*

## Inland Northwest AGC

To register or for more information,  
call (509) 535-0391  
or visit on-line at [www.northwestagc.net](http://www.northwestagc.net)

**Construction Quality Management for Contractors** This course, taught by the Seattle District Corps of Engineers, is required for firms who work with or plan to work with the Army Corps of Engineers. Topics covered will include:

- What is Construction Quality Management?
- Quality Management Planning
- Contractor and Government Responsibilities
- Quality Management During Construction
- Control vs. Inspection

Attendees will gain the ability to work effectively with the Corps of Engineers' construction contracts, the ability to define the function and importance of Contractor Quality Control, the ability to state the contractor's responsibilities for reviewing contract plans and the ability to discuss contractor and government interrelationships. Class is limited to 20 persons per session. *Moses Lake, November 21; Spokane, December 5. Cost is \$55 for AGC Members, \$90 for Non-Members.*



50% Training  
Reimbursement  
for DBEs



Up to \$300  
During  
FFY2003



For Registration,  
Materials or  
Travel Expenses



Both Owners  
& Key Staff  
are eligible





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## Spokane Business Information Center

To register or for more information,  
call (509) 353-2800  
or visit on-line at [www.spokanebic.org](http://www.spokanebic.org)

**Recordkeeping Basics** Gain a better understanding of how & why you keep good business records and the use of financial statements. *November 26, 8:30am-Noon. Cost is \$35 per person (\$20 one additional person)*

**Basics of Starting a New Business** Learn how to start your business with the right legal, tax, insurance & accounting advice. Discover how to start your planning, financial & marketing programs. *December 3, 8:30am-Noon. Cost is \$25.*

**Tax Workshop - Employment Taxes** If you have employees, you need to attend this seminar. Learn which forms to give to your employees, which to send to the IRS, how & when to calculate & deposit employee & employer withholding payroll taxes, how to avoid unnecessary costs in the form of penalties, easy & safe electronic methods of filing & paying tax and how to address advanced Earned Income Credit. *December 9, 8:30am-12:30pm. FREE.*

**Business Plan: A Roadmap to Success** Discover why successful businesses operate with a plan & the steps needed to develop your own plan. A SCORE mentor will be assigned to guide you through the process & evaluate your work as you progress. *December 10, 8:30am-Noon. Cost is \$35 per person (\$20 for one additional person)*

**Principles of Marketing** Learn how to focus on generating revenues. Gain insights into the process of identifying prospective customers & determining how to reach them. *December 17, 8:30am-Noon. Cost is \$35.*

**Loan Briefing** Learn what banks & loan officers are looking for when you apply for a business loan. SBA loan officers will give a presentation covering the requirements for getting a loan. There also will be a Q&A period after the briefing. *December 4 OR December 18, 11:30am-12:30pm. FREE.*

## North Idaho College

### Workforce & Community Education Division (*Post Falls*)

To register or for more information,  
call (208) 666-8009  
or visit on-line [www.idahosbdc.org](http://www.idahosbdc.org)

**Windows XP** Learn the basics and how to customize User Accounts, experience task panes, and how XP simplifies the use of digital photography. You will also learn ways to personalize your desktop, have fun with Media Player, review the connected home & remote computing, along with voice recognition. How to restore your operation system will also be covered. Textbook included. *Tuesdays & Thursdays: , 6 sessions starting December 2, December 18, 6-9pm. Cost is \$119.*

**Starting a Business in Idaho** This workshop will provide Idaho entrepreneurs & new businesses with information to begin operation. It highlights the registration process & the regulatory issues new businesses encounter. *December 5 OR December 19, 9am-Noon. Cost is \$10.*

**Work-Zone Flagging & Traffic Control** This course is required for flagging on roads under ITD jurisdiction. Upon successful completion of the course & exam, you will be given an ATSSA registered flagger card that will be valid for 3 years and accepted in many states including Idaho, Washington, Montana, Oregon & Utah. Flaggers must also carry a valid driver's license to prove identity. Book included. *December 8, 5:30-9:30pm. Cost is \$49.*

**QuickBooks Pro-Beyond the Basics** This 1-session, mini-course expands on the information taught in the basic class. Open to all QuickBook users; students are encouraged to bring their questions & problems. *December 9, 6-9pm. Cost is \$24.*

**Word Basics** Using Word 2000, you will learn to create, format & modify personal & business documents, and use the spell check & Thesaurus to assure correctness. Textbook included. *Mondays, Wednesdays & Fridays: 6 sessions starting December 1, ending December 12, 1-4pm. Cost is \$98.*

## Lewiston Idaho Small Business Development Center

To register or for more information,  
call (208) 792-2465  
or visit on-line at [www.idahosbdc.org](http://www.idahosbdc.org)

**How to Start a Business Boot Camp** Do you want to start a business, but don't know where to begin? This concentrated 3-hour session is packed full of information to help you start a business.

Topics covered include:

- Self-employment Assessment
- Business Feasibility
- Initial Market Research
- Start-Up Expense/Financial Feasibility
- Choosing Business Structure
- Obtaining Financing
- Determining Regulations
- Setting Prices
- Creating Marketing Materials
- Developing a Business Plan

December 19, 1:30-4:30pm. Cost is \$10.

**This class is held the third Friday of each month; sign up for the one that best fits your schedule.**

## Treasure Valley Service Corps of Retired Executives (SCORE)

To register or for more information,  
call (208) 334-1696 ext. 228  
or visit [www.idahotvscore.org](http://www.idahotvscore.org)

**Beginning Business Workshop** This 1-day workshop deals with the major factors that are essential to the success of a new business. Each topic is presented by a local professional. Topics include:

- Business Planning
- Marketing
- Financing
- Legal forms of Doing Business in Idaho
- Insurance
- Business regulation
- Taxes & Record Keeping

January 10, 8am-4pm. Cost is \$45; includes lunch, workbooks & handouts.

## Women's Business Center

To register or for more information,  
call (208) 336-5464  
or visit [www.wemswbc.org](http://www.wemswbc.org)

**Beginning Business QuickBooks 2002** Designed for new women business owners or women thinking of buying QuickBooks to run their business. This is an introduction to QuickBooks ... what it is, how it works, what it can do for your business. December 11, 9-Noon. Cost is \$60.

**Intermediate Business QuickBooks 2002** This class is designed for business owners who are already using QuickBooks. You should already know how to write checks, reconcile your account, create invoices & receive payments. Topics covered: Tracking Inventory, Creating Reports, Paying taxes & more. December 11, 1-3pm. Cost is \$40.

## Boise Metro Chamber of Commerce

To register or for more information,  
call (208) 472-5236  
or visit on-line at [www.boisechamber.org](http://www.boisechamber.org)

**Lunch-n-Learn: Money Personalities** Attendees will gain understanding of their own money management style and that of their business partners/colleagues & family members. Applying this new understanding & knowledge can result in more harmony & agreement towards a company or personal financial plan. December 11, 11:45am-1:15pm.

**Congressional Forum: U.S. Senator Mike Crapo** Mike Crapo will speak to the actions of the 108th Congress and answer your questions on Idaho & national issues. December 16, Noon-1:30pm.

**3DC - Three Dimensional Communication Skills** Communication is the key to success in relating with co-workers, employers, employees & customers. This course will cover the basics of communication, understanding different styles, communication strategies, team communications & managing communication conflicts. December 17, 9am-Noon.



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tion, Materials or  
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Both Owners  
& Key Staff  
are eligible



## Idaho State University

### School of Applied Technology Continuing Education, Special Programs

To register or for more information,  
call (208) 236-3372 OR (208) 236-3155  
or visit on-line at <http://continuinged.isu.edu>

**Negotiating Skills** Discover the latest in concepts & tools for effective negotiation. Whether you are buying a new car, dividing chores at home, delegating job tasks at work or negotiating a major contract, this course will teach the basic skills to master the negotiation process and maintain integrity & rapport among the negotiators. Participants will have the opportunity to try out their new skills through a simulated negotiation activity. *December 3, 6:30-9:30pm. Cost is \$16.*

## Lorman Education Services

To register or for more information,  
Call (800) 678-3940 or  
or visit on-line at [www.lorman.com](http://www.lorman.com)

### Oregon & Washington Construction Lien & Bond Law

Construction lien & bond claims are an important part of the construction industry. They can impact the rights & remedies of owners, lenders, contractors, subcontractors & suppliers. This seminar is a side-by-side examination of the construction lien & bond laws of Oregon & Washington. It is important for all parties involved in the construction industry to understand how these lien & bond laws operate & impact their respective rights, duties & obligations. This seminar will focus on:

- Who Is Entitled To Make A Lien or Bond Claim?
  - Are There Required Pre-Claim Notices?
  - How, When & Where Are These Claims Perfected?
  - Are There Required Post-Claim Notices?
  - How, When & Where Are These Claims Foreclosed?
  - Are There Other Available Rights & Remedies?
  - Recent Legislative & Case Law Developments
- Portland, December 12. Cost is \$279.*

## National Institute of Standards and Technology (NIST) Advanced Technology Program (ATP) To Visit Eastern Idaho

*Representatives from the National Institute of Standards and Technology (NIST) Advanced Technology Program (ATP) will visit Eastern Idaho on December 1 & 2.*

**Do you or your company have technology commercialization interests? Can you use funding to help achieve your technology and business goals? Here is an opportunity to learn more.**

The ATP funds **high-risk, high payoff** projects from all technology areas. ATP has funded about a hundred competitively selected projects annually. Funding ranges from \$2M for up to 3 years for single company awards and, to some extent, has no limit for joint ventures provided the companies match the funded awards (duration up to five years). These funds are for R&D contracts aimed at technology commercialization. A complete listing of the categories of projects ATP has funded and more information about the program can be found at [www.atp.nist.gov/atp](http://www.atp.nist.gov/atp).

Monday, December 1, 2003 2-4pm General information session about the ATP Program. Attend to learn how it works and how a single applicant or joint venture can apply. Tips and traps about the application process will be revealed. This session will be held in the conference room at the Idaho Innovation Center, 2300 North Yellowstone, Idaho Falls.

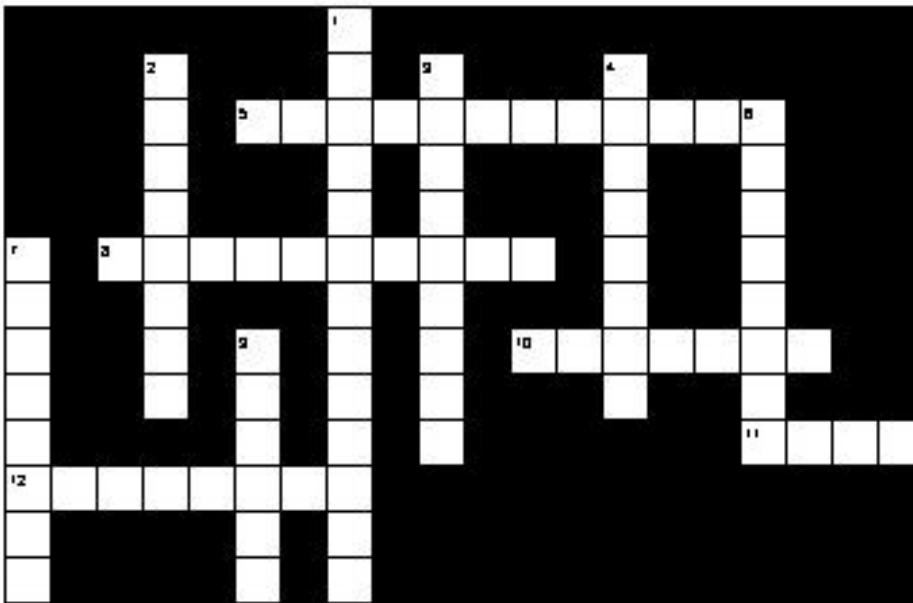
Tuesday, December 2, 2003 8am-Noon The ATP Team will participate in one-on-one conversations with prospective ATP applicants at the Idaho Innovation Center. Contact Rhonda at (208) 524-9097 to schedule your appointment time on a first-come, first-served basis.

### **There is no charge for these meetings.**

Visiting NIST-ATP staff will include Dr. Jean-Louis Staudenmann, Chemistry and Life Sciences Office and Dr. Stéphanie Shipp, head of the Economic Assessment Office (EAO).

*For more information, please contact Dr. Larry Gebhardt, TechConnect East at (208) 233-0901 or e-mail [pgebhardt@cableone.net](mailto:pgebhardt@cableone.net).*

# November Crossword



## Down

1. TURKEY DAY.
2. THE EASY DBE FORM.
3. I IN NIST.
4. A IN AARP.
6. UPDATED PLAN BENEFACTORS.
7. WORK-ZONE CLASS.
9. GROUP OF THE MONTH.

## Across

5. DESIGN DBE.
8. GOAL AT 4.3%.
10. CO-SPONSORER OF BIC.
11. BLOCKED BY INFORMATION SERVICES.
12. ELECTRONIC GUIDE.

by Debby McCarthy

(BIC, Continued from page 2)

ness professionals — approximately 12,400 volunteer members throughout the country.

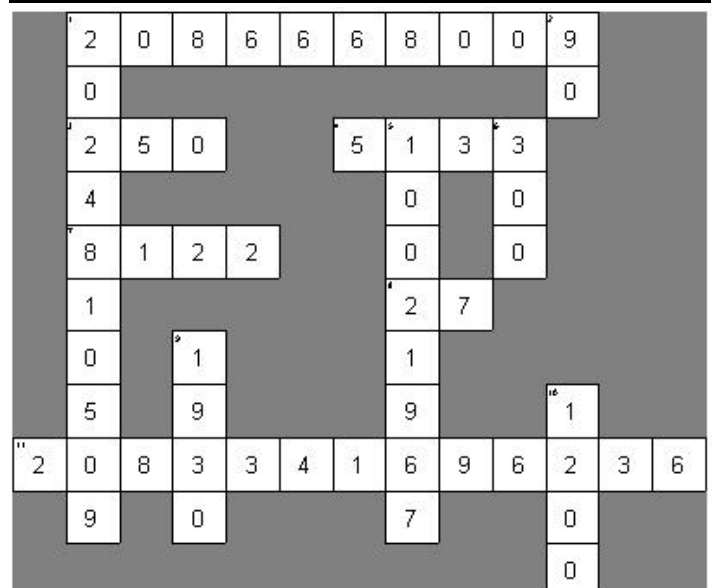
There are 389 SCORE chapters in urban, suburban, and rural communities. SCORE members are trained to serve as counselors, advisors and mentors to aspiring entrepreneurs and current business owners. These services are offered at no fee, as a community service.

The Spokane BIC offers training both in the office and on-line, very helpful to those businesses located in small areas outside of Spokane. SCORE counselors can also work with companies not located in Spokane, by communicating through e-mail.

Over 3,000 walk-in clients a year directly benefit from using the Spokane BIC.

If your company is in need of counseling, writing business plans, finding financial aid, or training, contact the Spokane Area BIC.

## October Crossword Key





# ITD's 90-Day Bidding Forecast

These highway construction projects are expected (but not guaranteed) to be advertised by ITD in the next 90 days. Actual advertisement dates may vary from those shown below and are subject to change without notice.

***This is intended as a planning tool only. NONE of these project plans will be available until they are formally put out for bid, so please don't request them!***

DIST	KEY #	ROUTE	PROJECT NAME	PROJECTED ADV. DATE	EST. COST (\$1,000's)	TYPE OF WORK
1	7099		Old Priest River Road	Dec 2003		ER Event 97-2
	7761	Off-System	Seltice Way, Bridge and East to NW Blvd	Oct 2003	1,000-3,000	Bridge Replacement & Roadway Widening
	7831					
	7670	SH-4	Tamarack & Mace Bridges	Dec 2003	1,000-3,000	Two Bridge Replacements
	8066	Off-System	W. Oden Bay RR Xing	Dec 2003	50-300	Railroad Crossing
	7089	SH200	East of Clark Fork	Nov 2003	1,000-3,000	Realign/Reconstruct 0.5 miles
2	8157	US-12	WB Passing lane, MP 31	Nov 2003	1,000-3,000	Major Widening
	8375	Off-System	Weippe Pedestrian/Bike Path	Nov 2003	50-300	Pedestrian Facility
	8486	Off-System	Pavement overlays, Clearwater County	Dec 2003	300-1,000	Pavement Overlay
	8682	Off-System	Reubens Road, Jct US95 to Latah Co Ln	Dec 2003	300-1,000	Pavement Overlay
3	8237	SH-67	Simco Road to AFB Road	Dec 2003	1,000-3,000	CRABS, Guardrail
	8244	SH-67	Feedlot to Simco Road			
5	7681	US-91	Firth to Goshen	Nov 2003	300 - 1000	Reconstruction
6	8042	Off-System	Iona Pathway	Jan 2004	50 - 300	Bike Trail / Sidewalk
	8385	Off-System	University Place Pathway	Jan 2004	50 - 300	Bike Trail / Sidewalk

For project-related questions,  
please call our District Offices:

District 1	Coeur d'Alene	(208) 772-1200
District 2	Lewiston	(208) 799-5090
District 3	Boise	(208) 334-8300
District 4	Shoshone	(208) 886-7800
District 5	Pocatello	(208) 239-3300
District 6	Rigby	(208) 745-7781

## DBE Participation Report Card

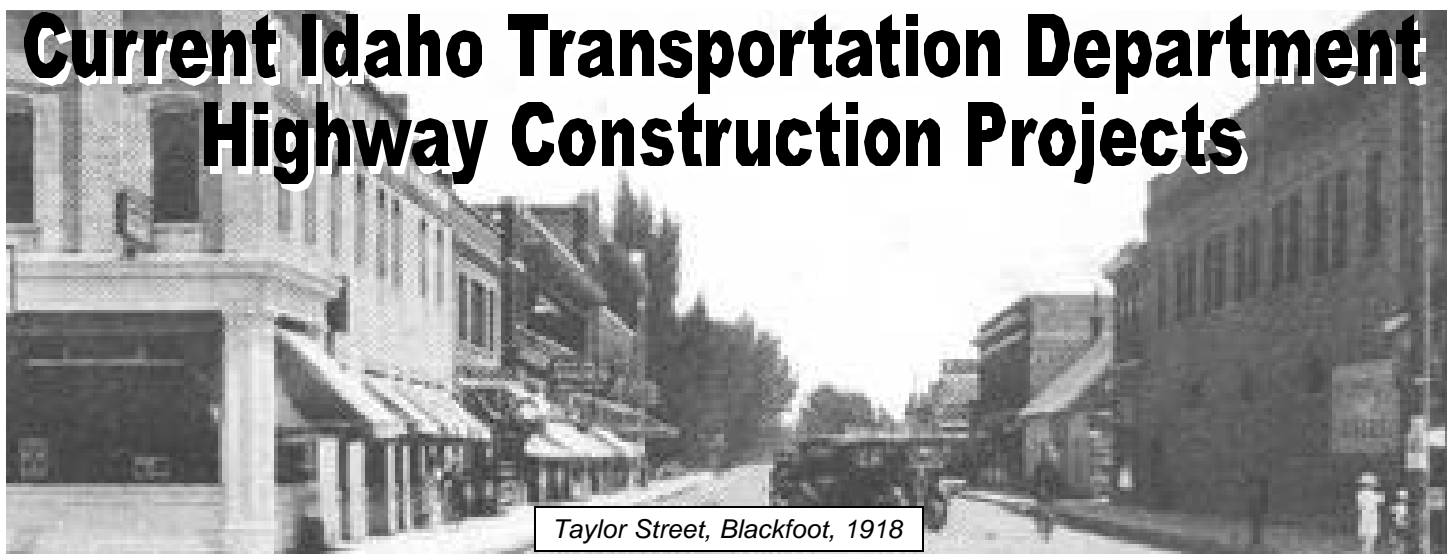
Annual DBE Goal For FFY 2004: **9%**

DBE Participation to Date  
(October 1 through November 5): **1.72%**

Annual DBE Goal For FFY 2003: **10.9%**

DBE Participation for FFY 2003: **6%**

# Current Idaho Transportation Department Highway Construction Projects



Taylor Street, Blackfoot, 1918

For the quickest, most complete notification of these projects as they are put out for bid, subscribe to ITD's **Notice To Contractors**.

These notices alert you to all upcoming federal-aid and state highway construction projects let through ITD, and list specific details and quantities, the names of resident engineers, and a brief description of the work to be performed.

To subscribe to the **Notice to Contractors**, please

call (208) 334-8430 (1-800-732-2098 within Idaho). There is an annual \$40 fee to cover postage fees.

Better yet, you can get it all this information **FREE** by visiting our "Contractor Information Page" at [www2.state.id.us/itd/cont.htm](http://www2.state.id.us/itd/cont.htm).

This excellent resource features *90 Day Bidding Forecast*, *Notice to Contractors*, *Planholder Lists* (updated continuously), *Bid Result and Bid Abstract Information*, and *Contract Award Information*.

**Certified DBEs are encouraged to contact DBE Supportive Services at (208) 334-4442 for free ITD Plans & Specifications if interested in bidding as a subcontractor.**

**Limit of ONE set of plans per project per DBE firm.**

KEY #	PROJECT NAME	BID DATE	COUNTIES	DESCRIPTION	DBE GOAL
8376	Pedestrian Pathway, Peck	11/25/03	Nez Perce	Constructing pedestrian facilities along Main Street (Big Canyon Road), including paved parking, illumination & information kiosk.	0%
8631	Dist. 5 RWIS, Phase 2	11/25/03	Bear Lake, Bingham & Power	Installing 4 Roadway Information Weather Systems at various Mile Posts.	0%
6517	Upper Eastport Moyie River Bridge	11/25/03	Boundary	Constructing concrete bridge & approaches over Moyie River at Eastport.	8%
8683	Ada County HD	12/09/03	Ada	Sealcoating segments of Cloverdale, Deer Flat, Greenhurst, King, Kuna., Swan Falls and Ten Mile Roads.	0%

## Plan Holder Lists

**Effective October 24**, DBEs will be receiving weekly faxed plan holder lists from DBE Supportive Services only by request. DBEs with Internet access are encouraged to visit [www2.state.id.us/itd/design/contractors/phl.htm](http://www2.state.id.us/itd/design/contractors/phl.htm) for daily updated lists.



# ITD Highway Construction Awards

For Bid Result Information, call (208) 334-8585, or visit on-line at [www2.state.id.us/itd/design/contractors/br.htm](http://www2.state.id.us/itd/design/contractors/br.htm). Abstracts are also available for projects with more than one bidder.

Award Date	Dist	Project Name	Key #	Project #	Contractor	Amount
10/07/03	1	Dufort Road, Event 97-2	7100	ER-5780(101)	MA DeAtley Construction	\$578,998.75
10/08/03	3	Glenwood to 44th Street	7700	STP-3270(105)	Central Paving, Inc.	\$1,644,309.50 30 Days
10/08/03	4	US-93 Sealcoats	8899	NH-0004(128)	Idaho Sand & Gravel Co.	\$1,489,574.67
10/09/03	2	N Front St to Larch St ECL, Elk River	8327	CM-1800(101)	Poe Asphalt Paving, Inc.	\$92,268.49
10/14/03	3	Mud Creek Bridge, Norwood Road	9068	ER-3899(100)	Concrete Placing Co., Inc.	\$258,784.54
10/15/03	2	Electrical Substation to Smith Creek	6298	NH-STP 4110(110)	Scarsella Bros., Inc.	\$11,639,300.15
10/20/03	3	Snake River Bridge to Junction SH-19	8094	NH-3110(129)	Idaho Sand & Gravel Co.	\$944,449.00
10/27/03	3	UPRR Br to Gowen Rd O'Pass	7043	IM-84-2(056)57	Idaho Sand & Gravel Co.	\$1,584,115.03
10/30/03	4	Glenns Ferry to King Hill WB	7796	IM-84-2(055)122	Western Construction, Inc.	\$11,770,881.84

## No, We Do NOT Like Green Eggs & Spam

Beginning this month, ITD's Information Services will be blocking certain types of incoming e-mail in an attempt to eliminate ever-increasing "spam", or junk e-mails. However, since this process is not yet fine-tuned, a lot of legitimate e-mails from our customers may be inadvertently blocked. So if you e-mail DBE Supportive Services without getting a response, we're not ignoring you — we just aren't hearing from you! In that case, just contact us the old-fashioned way (via phone) until the whole "anti-spam" issue is resolved. Thank you!



### LEGAL NOTICE

#### Notice of DBE Program and Goal ValleyRide

**Notice is hereby given that ValleyRide has set its Fiscal Year 2004 DBE Program and Goal at 4.3% and will submit such goal to the Federal Transit Administration.**

The DBE program and goal and its rationale are available for inspection during normal business hours, M-F, 8:00-5:00, at the ValleyRide main office located at 830 North Main Street, Suite 230, Meridian, ID 83642 and at the main transit facility office located at 4788 S. Orchard, Boise, ID 83705 for 30 days after this notice. It can also be viewed on the ValleyRide website at [www.valleyride.org](http://www.valleyride.org) under "Civil Rights".

Any comments regarding these goals may be forwarded within 45 days of this notice to Kevin Bittner, Development Services Manager of ValleyRide or Herman Payton, Civil Rights Officer, Federal Transit Administration, 915 2<sup>nd</sup> Avenue, Room 3142, Seattle, WA 99174.

# NON-ITD PROJECT BID OPENINGS

*The following is a listing by ITD's DBE Supportive Services from information obtained from and other sources including the Idaho Business Network.*

*These project listings are to be used ONLY for informational purposes by certified DBEs. Services has not verified the information posted for each project, and cannot guarantee it. Supportive Services DOES NOT hold plans or specifications for these projects. The project may not have DBE goals, depending on the owning agency.*

*Please refer to the contact name listed on each project for further information, and for complete specifications.*

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<b><u>Bid Open Date</u></b>	12/1/2003	<b><u>Project Name</u></b>	Burgdorf Wildland Fuelbreak
<b><u>Brief Description</u></b>	Project consists of tree thinning & assoc. slash treatment work. Project is located on south & east sides of Burgdorf Hot Springs property, east of Burgdorf/French Creek Rd.		
<b><u>Location</u></b>	Payette National Forest, ID		
<b><u>Project Owner</u></b>	USDA Forest Services		
<b><u>Plans/Specs Address</u></b>	1249 S. Vinnell Way, Ste. 200, Boise, ID 83709		
<b><u>Contact</u></b>	Cheryl Molis	<b><u>E-mail</u></b>	r4_boise_contracting@fs.fed.us
<b><u>Phone</u></b>	(208) 373-4150	<b><u>ext</u></b>	<b><u>FAX</u></b> (208) 373-4197 <b><u>Website</u></b> www.eps.gov/spg/USDA/FS/0261/12Q

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<b><u>Bid Open Date</u></b>	12/1/2003	<b><u>Project Name</u></b>	E. Fork Legendary Bear Creek Culvert Replacement
<b><u>Brief Description</u></b>	Consists of removal of existing corrugated metal pipe & installation of new embedded pipe arch that will allow fish passage. Work incl. culvert removal & installation, placing crushed aggregate & placing riprap.		
<b><u>Location</u></b>	Clearwater National Forest, ID		
<b><u>Project Owner</u></b>	USDA Forest Service		
<b><u>Plans/Specs Address</u></b>	R-1 Clearwater NF, 12730 Hwy. 12, Orofino, ID 83544		
<b><u>Contact</u></b>	Peter Ruppel	<b><u>E-mail</u></b>	pruppel@fs.fed.us
<b><u>Phone</u></b>	(208) 476-8259	<b><u>ext</u></b>	<b><u>FAX</u></b> (208) 476-8288 <b><u>Website</u></b> www.eps.gov/spg/USDA/FS/0276/Rfq

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<b><u>Bid Open Date</u></b>	12/3/2003	<b><u>Project Name</u></b>	Telephone Service Assistance
<b><u>Brief Description</u></b>	Furnish assistance to low-income participants w/installation &/or monthly costs for basic residential telephone who qualify for service in accordance w/ITSAP. Services to be provided to 7 regional service areas statewide for Idaho Department of Health & Welfare, Division of Welfare, per RFP & standard Contract terms & conditions.		
<b><u>Location</u></b>	Idaho		
<b><u>Project Owner</u></b>	Idaho Department of Health & Welfare		
<b><u>Plans/Specs Address</u></b>			
<b><u>Contact</u></b>	Karen Harriman	<b><u>E-mail</u></b>	harrimak@idhw.state.id.us
<b><u>Phone</u></b>	(208) 736-2110	<b><u>ext</u></b>	<b><u>FAX</u></b> (208) 736-2116 <b><u>Website</u></b>

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<b><u>Bid Open Date</u></b>	12/4/2003					<b><u>Project Name</u></b>	Window/Door Replacement Region 5 CDC/MHS Bldgs.		
<b><u>Brief Description</u></b>	Replacement of single glaze window units w/1" insulating, low E glazing within existing hollow metal frames, incl. fixed, vented, sidelight units & replacement of 2 existing single glazed exterior doors w/new doors with insulated glazing in existing frames in Child Development Center Building. Replacement of existing single glazed storefront glazing & frames w/new 1" insulating, low E glazing & storefront frames in Mental Health Bldg.								
<b><u>Location</u></b>	Twin Falls, ID								
<b><u>Project Owner</u></b>	Idaho Division of Public Works								
<b><u>Plans/Specs Address</u></b>	502 N. 4th Street, Boise, ID 83702								
<b><u>Contact</u></b>					<b><u>E-mail</u></b>				
<b><u>Phone</u></b>		<b><u>ext</u></b>		<b><u>FAX</u></b>		<b><u>Website</u></b>			

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<b><u>Bid Open Date</u></b>	12/5/2003	<b><u>Project Name</u></b>	Beartooth Highway					
<b><u>Brief Description</u></b>	Est. \$5-\$10 Million. Consists of 8.01 km of grading, base, asphalt concrete pavement & drainage.							
<b><u>Location</u></b>	Near Gardiner, MT							
<b><u>Project Owner</u></b>	Federal Highway Administration							
<b><u>Plans/Specs Address</u></b>	W. Federal Lands Hwy. Division, 610 E. 5th Street, Vancouver, WA 98661-3801							
<b><u>Contact</u></b>	Western Federal Lands Highway Division				<b><u>E-mail</u></b>	contracts@wfl.fha.dot.gov		
<b><u>Phone</u></b>	(360) 619-7520	<b><u>ext</u></b>		<b><u>FAX</u></b>	(360) 619-7932	<b><u>Website</u></b>		

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<b><u>Bid Open Date</u></b>	12/5/2003	<b><u>Project Name</u></b>	Human Services Consulting					
<b><u>Brief Description</u></b>	Family Preservation Services.							
<b><u>Location</u></b>	Idaho							
<b><u>Project Owner</u></b>	Idaho Department of Health & Welfare							
<b><u>Plans/Specs Address</u></b>								
<b><u>Contact</u></b>	Sheri Conrad				<b><u>E-mail</u></b>	conrads@idhw.state.id.us		
<b><u>Phone</u></b>	(208) 334-6844	<b><u>ext</u></b>		<b><u>FAX</u></b>	(208) 334-6899	<b><u>Website</u></b>		

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<b><u>Bid Open Date</u></b>	12/9/2003	<b><u>Project Name</u></b>	Backup Generator, JRW Bldg.					
<b><u>Brief Description</u></b>	Pre-bid Conference 11/25/03 @10am, JR Williams Bldg. Installation of backup generator w/housing, automatic transfer switch, remote annunciator, concrete pad & related electrical items to provide office of State Controller w/backup power for their computer system. Backup system is to be located on ground floor outside JR Williams building & connected into existing main power distribution system located in basement.							
<b><u>Location</u></b>	Boise, ID							
<b><u>Project Owner</u></b>	Idaho Division of Public Works							
<b><u>Plans/Specs Address</u></b>	502 N. 4th Street, Boise, ID 83702							
<b><u>Contact</u></b>	Synergy Engineering				<b><u>E-mail</u></b>			
<b><u>Phone</u></b>	(208) 336-9617	<b><u>ext</u></b>		<b><u>FAX</u></b>		<b><u>Website</u></b>	www2.state.id.us/adm/pubworks/dpwco	

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<b><u>Bid Open Date</u></b>	12/9/2003	<b><u>Project Name</u></b>	West Campus Academic Bldg., Bid Pkg. 23-R2					
<b><u>Brief Description</u></b>	Rebid incl. Access Floors. Est. \$36,000.							
<b><u>Location</u></b>	Nampa, ID							
<b><u>Project Owner</u></b>	Idaho Division of Public Works							
<b><u>Plans/Specs Address</u></b>	502 N. 4th Street, Boise, ID 83702							
<b><u>Contact</u></b>	Hummell Architects				<b><u>E-mail</u></b>			
<b><u>Phone</u></b>	(208) 343-7523	<b><u>ext</u></b>		<b><u>FAX</u></b>		<b><u>Website</u></b>		

<b><u>Bid Open Date</u></b>	12/12/200	<b><u>Project Name</u></b>	Swan Lake Ranger Station Roads & Parking Lots
<b><u>Brief Description</u></b>	Incl. removal of existing bituminous surfacing, excavation, furnishing & placing crushed aggregate base, hot bituminous plant mix, topsoil & application of pavement seal coat. Work also incl. furnishing & placing concrete parking curbs, sidewalk & pavement markings.		
<b><u>Location</u></b>	Swan Lake Ranger District, Flathead Co., MT		
<b><u>Project Owner</u></b>	USDA Forest Service		
<b><u>Plans/Specs Address</u></b>	R-1 Flathead NF, 1935 Third Ave, East Kalispell, MT 59901		
<b><u>Contact</u></b>	Nola Rice	<b><u>E-mail</u></b>	nrice@fs.fed.us
<b><u>Phone</u></b>	(406) 758-5310	<b><u>ext</u></b>	<b><u>FAX</u></b> (406) 758-5326 <b><u>Website</u></b> www.eps.gov/spg/USDA/FS/0385/RFP
<b><u>Bid Open Date</u></b>	12/16/200	<b><u>Project Name</u></b>	POST Academy Training Facility
<b><u>Brief Description</u></b>	Pre-bid Conference 12/2/03 @2pm. Construction of new single story building on Idaho State Police Campus, Meridian. Bldg. will contain training, office & classroom facilities for ISP POST Program. Project also incl. all mechanical, electrical, fire suppression, audio/visual & related site work assoc. w/new bldg.		
<b><u>Location</u></b>	Meridian, ID		
<b><u>Project Owner</u></b>	Idaho Division of Public Works		
<b><u>Plans/Specs Address</u></b>	502 N. 4th Street, Boise, ID 83702		
<b><u>Contact</u></b>	CSHQA	<b><u>E-mail</u></b>	
<b><u>Phone</u></b>	(208) 343-4635	<b><u>ext</u></b>	<b><u>FAX</u></b> <b><u>Website</u></b>
<b><u>Bid Open Date</u></b>	12/16/200	<b><u>Project Name</u></b>	Rocky Mountain Laboratories, Security Fence
<b><u>Brief Description</u></b>	Replace approx. 2,900 lf existing chain link fence w/9'-foot high steel security fence. Incl. steel cable barriers, concrete footings, sidewalks, site lighting, & landscaping. Also incl. 740 lf concrete culvert to incase irrigation ditch.		
<b><u>Location</u></b>	903 S. Forth Street, Hamilton, MT		
<b><u>Project Owner</u></b>	Dept. of Health & Human Services, Indian Health		
<b><u>Plans/Specs Address</u></b>	2201 6th Ave. Mail Stop RX-24, Rm 710, Seattle, WA 98121		
<b><u>Contact</u></b>	Dale Burson	<b><u>E-mail</u></b>	Dale.Burson@des.ihs.gov
<b><u>Phone</u></b>	(206) 615-2456	<b><u>ext</u></b>	<b><u>FAX</u></b> (206) 615-2466 <b><u>Website</u></b> www.eps.gov/spg/HHS/HIS/HIS-Seattle
<b><u>Bid Open Date</u></b>	12/19/200	<b><u>Project Name</u></b>	Repositioning of Fish Behavioral Guidance Structure
<b><u>Brief Description</u></b>	Move anchor point on dam to new location between powerhouse Units #5 & #6. Other misc. steel fabrication modifications required. Work will require diving, welding & cutting, metal fabrication & concrete drilling & anchor installation.		
<b><u>Location</u></b>	Lower Granite Dam, Snake River, Washington		
<b><u>Project Owner</u></b>	US Army Engineer District, Walla Walla		
<b><u>Plans/Specs Address</u></b>	201 N. Third Ave., Walla Walla, WA 99362-1876		
<b><u>Contact</u></b>	Jennifer Christensen	<b><u>E-mail</u></b>	jennifer.r.christensen@usace.army.mil
<b><u>Phone</u></b>	(509) 527-7206	<b><u>ext</u></b>	<b><u>FAX</u></b> <b><u>Website</u></b> www.eps.gov/spg/USA/COE/DACA68/



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<b><u>Bid Open Date</u></b>	1/6/2004	<b><u>Project Name</u></b>	Operation & Maintenance of Wildlife Habitat Structures
<b><u>Brief Description</u></b>	Fax or email request w/company info, shipping address, point of contact, phone number, fax number & business size to Gary H. Dahl. For all labor, material, equipment, vessels & admin. Of project at Lower Granite Lake, Lake Bryan & Lake West on Snake River. Incl. mowing, field cultivation, crop planting, irrigation application, litter collection, tree & shrub planting & prescribed burning. Base year contract with 4 option year periods.		
<b><u>Location</u></b>	Southeast Washington & Eastern Idaho		
<b><u>Project Owner</u></b>	US Army District, Walla Walla		
<b><u>Plans/Specs Address</u></b>	201 Third Ave., Walla Walla, WA 99362-1876		
<b><u>Contact</u></b>	Gary H. Dahl	<b><u>E-mail</u></b>	gary.h.dahl@usace.army.mil
<b><u>Phone</u></b>	(509) 527-7210	<b><u>ext</u></b>	
	<b><u>FAX</u></b>	(509) 527-7802	<b><u>Website</u></b> http://www.nwww.usace.army.mil/ebs/Adv

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<b><u>Bid Open Date</u></b>	2/15/2004	<b><u>Project Name</u></b>	Pioneer Mountains Scenic Bypass
<b><u>Brief Description</u></b>	6.88 km of grading, drainage, base, paving, structure & 2 bridges.		
<b><u>Location</u></b>	60km NW of Dillon, MT		
<b><u>Project Owner</u></b>	Federal Highway Administration		
<b><u>Plans/Specs Address</u></b>	610 E. 5th Street, Vancouver, WA 98661-3801		
<b><u>Contact</u></b>	Western Federal Lands Highway Division	<b><u>E-mail</u></b>	contracts@wfl.fha.dot.gov
<b><u>Phone</u></b>	(360) 619-7520	<b><u>ext</u></b>	
	<b><u>FAX</u></b>	(360) 619-7932	<b><u>Website</u></b> www.eps.gov/DOT/FHWA/WFL/DTFH7

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<b><u>Bid Open Date</u></b>	2/15/2004	<b><u>Project Name</u></b>	Trail Maintenance, Newport & Sullivan Lake Ranger Districts
<b><u>Brief Description</u></b>	Approx. 67 mile per year of trails on Newport RD & approx. 100 miles on Sullivan Lake RD. Contractor shall furnish all labor, equipment, supervision, tools & transportation, operating supplies & incidentals necessary to perform work in accordance w/contract specs & provisions.		
<b><u>Location</u></b>	Washington & Idaho		
<b><u>Project Owner</u></b>	USDA Forest Service		
<b><u>Plans/Specs Address</u></b>	Colville NF, 765 S. Main, Colville, WA 99114		
<b><u>Contact</u></b>	Sharon Gies	<b><u>E-mail</u></b>	sgies@fs.fed.us
<b><u>Phone</u></b>	(509) 684-7203	<b><u>ext</u></b>	
	<b><u>FAX</u></b>	(509) 684-7280	<b><u>Website</u></b> http://www.eps.gov/spg/USDA/FS/05G

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## **November is Native American Heritage Month**

November is Native American History Month, where we honor the achievements of the American Indians, Alaska Natives, and Native Hawaiians. The legacy of America's first inhabitants and the tireless struggles they have endured throughout history have painted a rich cultural heritage which is inextricably linked to American life.

The theme for 2003 is **"Strengthening the Spirit."**

# **Your November Newsletter is Here!**

**Idaho Transportation Department**  
EEO Office  
DBE SUPPORTIVE SERVICES  
P.O. Box 7129  
Boise, ID 83707-1129

First Class Mail  
U.S. Postage Paid  
Boise, Idaho  
Permit No. 143